

Maryburgh Community Woodland Group

Thursday 11th June 2026 @ 7.00pm
The Cottage Bar



MINUTE of meeting.			ACTION:	
1.	Welcomes and Apologies	▪ Attendees: ➤ Diana Budge (MAC rep) ➤ Ian Fraser (Chair) ➤ Siobhan Fraser ➤ Rosie MacLeod ➤ Claire McCallum ➤ Neil McCallum ➤ Ewan McHardy ➤ Elsbeth Neil ➤ Jim Neil ➤ Gareth Parkinson (Vice Chair) ▪ Apologies: ➤ Craig Evans ➤ Megan Parker ➤ Donald Stuart (CC rep) ▪ GP once again, agreed to chair the meeting and welcomed attendees to the Cottage Bar.		
2.	Approval of minute of 14.05.26 & Review of actions from previous meeting	▪ GP asked for approval of the minute dated: 14.05.26, with the following amendments: ○ In section 1. Change the wording from 'GP agreed to take on the role of Chair' to 'GP agreed to chair the meeting'. ○ In section 5. Change the wording from, 'GP said he would be preparing a new application' to 'GP had submitted an application'. ▪ Minute Approved by: Proposer: Jim Neil Seconder: Neil McCallum Review of Actions from 14.05.26: 2a. EN to contact Bord na Gaidhlig for translation once she receives the list from GP. To be kept on as a future action.	2a	EN to contact Bord na Gaidhlig for translation once she receives the list from GP



	2b. GP and EN to consider how to develop a tree trail in the woodland. To be kept on the agenda as a future action. 2c. GP informed the group that he had made the suggested changes to the draft risk assessment and that it was now on the Group's shared drive. EN informed the group that she had raised the topic of the inclusion of the grass cutting of the area next to number 25 Birch Drive with EMcH. At this point EMcH questioned whether his cutting of the grassy area would need to be included in the risk assessment. After a discussion with those present it was agreed that the grass cutting of the area would have to be included in the risk assessment as it was part of the woodland and was owned by MAC and that EMcH would be issued with one of the yellow warning signs to be laid out in the area whilst the mower was in operation. 2d. EN said that the shared drive was now populated with the Group's documentation and that the members of the group had access to it. However, one or two members of the group wouldn't be able to access it as they didn't have Google accounts. 2e. NMCC said that he had tried on several occasions to contact the Cromarty Men's Shed but had been unsuccessful. He will continue to do so. 3a. & 3b. Will be covered on the agenda. 3c. CMCC informed the Group that she had submitted the Climate Hub Fund application. 5a. & 5b. Completed 6a. Completed 6b. GP said that he still had to prepare the signs highlighting the danger of working in the area at the top of the main paths near to where the electricity pylon is located. There followed a discussion about the safe distance for work to be undertaken and it was agreed that the best course of action would be to seek advice from SSE. GP agreed to do contact SSE.	2b GP and EN to consider how to develop a tree trail in the woodland. 2c JN to look out a yellow sign to give to EMcH. 2d NMCC to contact the Cromarty Men's Shed to ask for an update. 2e GP to contact SSE about the exclusion zone distance and Brahan Estate regarding the cutting of the gate chain.
--	--	--



6.	Risk Assessment Protocol	▪ The risk assessment protocol is now in place.		
7.	Signage Update	▪ GP said that he was now in communication with a sign writer who would be offering a quote for the sign writing. He said he would also try to contact the member of the Men's Shed who was a graphic designer. ▪ EN said that she had been in touch with MP, who has agreed that when she gets the graphic of the map, which must be attached to the signs, she will approach the company who produces the maps for her workplace.	7a	GP to liaise with the sign writers.
8.	Clean Up Day Plans	▪ Clean up day plans are as follows: ➢ 4th July - remove beech Section 12 ➢ 1st August – Section 12 & 13 (Beech & Laurel) ➢ 5th September – Section 12/13 - Brash		
9.	Event Planning 2026	Dates for the diary: ▪ Tuesday 16th of June at 6.30pm Den Building as part of the Gala week activities. ➢ Team to meet at 6pm ➢ EN to organise the refreshments & prizes ➢ JN to organise twine ➢ EN to send poster to the school ➢ EN to organise materials for the flags (it was agreed that the charge for this event would be £5.00 per team) ▪ Saturday 4th of July at 10.00am - Work session ▪ W/S 13th of July – Possible Moth event ▪ Saturday 1st August at 10am- Work session ▪ Tuesday 15th September at 7pm - Bat Walk		
10.	Tree Identification Project	▪ Saturday 3rd October at 10am		
11.	AOCB	▪ DS informed the Group that the new Facilities Manager for MAC is Collette Miller.		



		▪ CMcC & NMcC have now completed the First Aid course, but highlighted that the group may require to update the first aid boxes with new material. ▪ IF said that he had been given a quote for a topographical survey but as the group would be going down a slightly different path with the path improvements, he would put this on hold for the moment.	11a	CMcC will investigate updating the First Aid boxes.
12.	Date of next meeting	EN to arrange a meeting for Thursday 9th of July 2026 in the Cottage Bar.		EN to make the arrangements.

